

COUNTY OF PLACER CIVIL SERVICE COMMISSION

**January 10, 2000
MINUTES
6:30 P.M.**

CIVIL SERVICE COMMISSION

SYLVIA BESANA
RICHARD COSTIGAN, III,
RON LE DOUX, Vice Chair
WILLIAM STOCKWIN
JAMES WEBBER, Chair

Nancy Nittler, Personnel Director
Carol Braun, Executive Secretary

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603

6:10 PM **ROLL CALL:** Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with all Commissioner's present. Chairman Webber Presiding.

CLOSED SESSION:

6:15 PM **Review of Recommended Merit Increases**

OPEN SESSION - 6:30 PM

- I. **CLOSED SESSION REPORT:** Chairman Webber announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by LeDoux and seconded by Besana that the merit increases be approved as recommended by the departments. One was retroactive to November 6, 1999. Motion carried unanimously.
- II. **AGENDA APPROVAL:** It was moved by Costigan and seconded by LeDoux to amend the agenda to add VI. B Retroactive Work Out of Class. Motion carried unanimously.
- III. **MINUTES OF PREVIOUS MEETING:** Moved by LeDoux and seconded by Stockwin that the minutes of December 13, 1999, be approved. Motion carried unanimously.
- IV. **PUBLIC COMMENTS:** None

V. OLD BUSINESS - None

VI. NEW BUSINESS

A. Work Out of Class

It was moved by LeDoux and seconded by Stockwin to approve the work out of class extensions as listed in the staff memo. Motion carried unanimously.

B. Retroactive Work Out of Class

It was moved by Besana and seconded by Costigan to approve the retroactive work out of class to June 5, 1999. Motion carried unanimously.

VII. LEAVES OF ABSENCE: As an information item only, the Commission was advised of the leaves approved by Nancy Nittler, Personnel Director.

VIII. COMMUNICATIONS

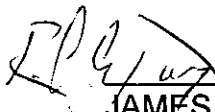
A. Provisional Appointments - Two

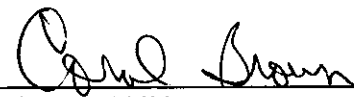
B. Staff Reports and Correspondence

The Commission reviewed the Draft Policies pertaining to employee use of voicemail, email and the Internet; workplace discrimination and harassment; and workplace violence and threats. They gave their comments which will be forwarded.

IX. ADJOURNMENT: There being nothing further to come before the Commission the meeting was adjourned. The next regular meeting will be held at **5:30 PM**, on Monday, February 14, 2000, at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

 For James Webber.
JAMES WEBBER
CHAIRMAN


CAROL BRAUN
EXECUTIVE SECRETARY